



SPOUSE CHECKLIST FOR DEPLOYMENT FAMILY READINESS

Recommended items to be completed prior to Deployment

- ☐ Direct Deposit -- set up for Spouse/Family?
- ☐ Family Members ID Cards -- When will they expire?
- ☐ Passports (Personal and Family) -- When will they expire?
- ☐ DEERS Enrollment – to verify call 1-800-538-9552
- ☐ Emergency Spouse Data Form -- completed and turned in to FRO?
- ☐ Navy/Marine Corps Relief Pre-Authorization -- completed?
- ☐ American Red Cross -- do you have the # and know how to use it?
- ☐ Power of Attorney (General and Specific) -- current?
- ☐ Family Care Plan -- completed and turned in to FRO?
- ☐ Do you have the Family Readiness Officers contact information?
- ☐ In Loco Parentis – in case of Spouse emergency while Service member is deployed, who will care for the children?
- ☐ Will -- up to date?
- ☐ State & Federal Taxes -- completed or special POA for taxes in place?
- ☐ Current Set of Orders -- copy for tax returns and/or Servicemembers Civil Relief Act to assist with financial obligations?
- ☐ Car registration – need copy of LES or POA to get one from IPAC; go to Pass House for Non-Resident form
- ☐ Registered for Child Care – even if you don't plan to take advantage of this benefit, are your children registered in case an emergency arises?
- ☐ Copy of the unit deployment Guide (*It can be found on the website*)